



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

REQUEST FOR QUOTATION

The Department of Budget and Management (DBM), through its Administrative Service (AS), will undertake a Small Value Procurement for the *"Supply, Delivery, Fabrication, Installation, Testing and Commissioning of Brand New Air-conditioning Units (ACUs) for ICTSS and NOC"* in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

- Name of Project : Supply, Delivery, Fabrication, Installation, Testing and Commissioning of Brand New Air-conditioning Units (ACUs) for ICTSS and NOC
- Approved Budget for the Contract : Five Hundred Thousand Pesos (Php 500,000.00)
- Specifications : See the attached Annex "A" for specifications
- Location : G/F DBM Building III, Gen. Solano St., San Miguel, Manila
- Delivery Date : Please see attached Schedule of Requirements

Interested suppliers are required to submit their valid and current Mayor's Permit, Income/Business Tax Return, PhilGEPS Registration Certificate, Omnibus Sworn Statement, Statement of Compliance and price quotation (Annex "A").

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated in Annex "A" and other terms and conditions stated in the price quotation form.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialled by the bidder or his/her duly authorized representative/s.

Submission of quotation and eligibility documents is on or before 3:00 p.m. of **December 1, 2016** at the Administrative Service, Ground Floor, DBM Bldg. III, Gen. Solano St., San Miguel, Manila. Open submission may be submitted, manually or through facsimile at fax no. 735-1957.

For inquiry, you may contact us at tel. nos. 735-4902 or 791-2000 local 3115.

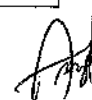
Very truly yours,


ATTY. ANDREA CELENE M. MAGTALAS
Director IV, Administrative Service

TECHNICAL SPECIFICATIONS

Bidders must state either "Comply" or "Not Comply" or any equivalent term in the column "Statement of Compliance" against each of the individual parameters of each "Specification". Please do not just place check in the bidder's "Statement of Compliance".

Item	Description	Bidder's Statement of Compliance
1.	<p>Materials Compliance</p> <p>A. Six (6) Window type ACUs</p> <ul style="list-style-type: none"> • Cooling capacity: 1 hp • Power supply: single phase 50/60hz 230v • Inverter Type • with on and off timer • Model: 2014 to present • 3 speed selector <p>B. Four (4) Wall Mounted Split Type ACUs</p> <ul style="list-style-type: none"> • Cooling Capacity: 1 Hp • Power Supply: Single Phase 50/60hz 230v • Inverter Type • With On And Off Timer • Model: 2014 To Present • 3 Speed Selector <p>C. Four (4) Wall Mounted Split Type ACUs</p> <ul style="list-style-type: none"> • Cooling Capacity: 2.5 Hp • Power Supply: Single Phase 50/60hz 230v • Inverter Type • With On And Off Timer • Model: 2014 To Present • 3 Speed Selector 	
2.	<p>Scope of Works</p> <p>A. Mobilization</p> <p>B. Supply and installation of all necessary materials to complete the project, including electrical fixtures</p> <p>C. Fabrication, installation, testing, and commissioning of the new ACUs</p> <p>D. All pipes, fittings, cables shall be embedded into the walls or to be concealed</p> <p>E. Suppliers shall visit and inspect the project site conditions</p> <p>F. Winning bidder shall submit as-built plans after completion of the project</p> <p>G. All pipes/conduits shall be embedded or concealed</p>	
3.	<p>Additional Requirements:</p> <p>a.) No drilling shall be made on the floors</p>	



	b.) Post tensioned slab shall not be damaged in any way. In case of damage, the contractor shall be held liable for all damages incurred as a result thereof.	
--	---	--

I hereby certify to comply with all the above Technical Specifications.

Name of Company/Bidder

**Signature over Printed Name of
Representative**

Date



Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter the date of delivery to the project site.

Item	Description	Quantity	Delivery Schedule
	The Contractor shall provide the following materials, tools and equipment, manpower, and supervision needed for the project:		
1.	Supply, Delivery, Fabrication, Installation, Testing and Commissioning of Brand New Air-conditioning Units (ACUs) for Information and Communications Technology Systems Service (ICTSS) and Network Operating Centers (NOCs): a. 1 horsepower (hp) window type (for NOC) b. 1 hp wall mounted type (for NOC) c. 2.5 hp wall mounted type (2 for NOC and 2 for ICTSS)	6 4 4	Within ninety (90) calendar days upon receipt of the Notice to Proceed
2.	Dismantling of the existing ACUs		
3.	Restoration works		

I hereby certify to comply and deliver all the above requirements.

Name of Company/Bidder

Signature over Printed Name of Representative

Date

PRICE QUOTATION FORM

Date: _____

The Administrative Service
Department of Budget and Management
Ground Floor, DBM Bldg. III, Gen. Solano St.,
San Miguel, Manila

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

Description	Quantity	Unit Price	Total Price
Supply, Delivery, Fabrication, Installation, Testing and Commissioning of Brand New Airconditioning Units (ACUs)*			
a. 1 hp window type	6		
b. 1 hp wall mounted type	4		
c. 2.5 hp wall mounted type	4		
Total (inclusive of VAT)			

Note:

*Inclusive of dismantling of existing ACUs and restoration works

(Amount in Words) _____

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Name/Signature of Representative

Name of Company

Contact No.

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. **Select one, delete the other:**

If a sole proprietorship: I am the sole proprietor of *[Name of Bidder]* with office address at *[address of Bidder]*;

If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

2. **Select one, delete the other:**

If a sole proprietorship: As the owner and sole proprietor of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to represent it in the bidding for *[Name of the Project]* of the *[Name of the Procuring Entity]*;

If a partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the *[Name of Bidder]* in the bidding as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate issued by the corporation or the members of the joint venture)]*;

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. **Select one, delete the rest:**

If a sole proprietorship: I am not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a partnership or cooperative: None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a corporation or joint venture: None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. [Name of Bidder] complies with existing labor laws and standards; and

8. [Name of Bidder] is aware of and has undertaken the following responsibilities as a Bidder:

- a) Carefully examine all of the Bidding Documents;
- b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
- c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
- d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the [Name of the Project].

9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this ___ day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No.02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. _____ and his/her _____ No. _____ issued on _____ at _____.

Witness my hand and seal this ___ day of [month] [year].

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. __, [date issued], [place issued]

IBP No. __, [date issued], [place issued]

Doc. No. ____

Page No. ____

Book No. ____

Series of ____